



# Sherwood Cultural Arts Commission MEETING NOTES APPROVED

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	05.18.2015 6:30PM
LOCATION	Sherwood Center for the Arts – Main Hall
FACILITATOR	Vicki Poppen
NOTES TAKEN BY	Tammy Steffens

## ATTENDEES

Cultural Arts Commission	Council Liaison
X Vicki Poppen, Chair	X Jennifer Harris, City Councilor
X Amanda Stanaway	
X Shelly Lamb	
-- Ramin Rouhbakhsh	
X Angelisa Russo	
-- Vytas Babusis	
-- VACANT	
-- VACANT	
-- VACANT	
	City Staff
	X Kristen Switzer, Community Services Director
	X Maggie Chapin, Cultural Arts Center Manager
	X Tammy Steffens, Volunteer Coordinator
	X Leah Burgess, Arts and Events Coordinator

## MEETING NOTES

1. Call to Order/Roll Call (Poppen)
2. Adjustments to the Agenda (Poppen)
  - Chapin requested that Agenda items 7 and 8 be switched.
3. Approval of February Minutes (Poppen)
  - *Stanaway motioned to approve the February 2015 minutes. Russo seconded. All in favor; motion passed.*
4. Movies in the Park Update (Switzer)
  - Switzer announced that there is currently a survey on the website for people to vote on the three or four movies that will be played this summer. At the time of this meeting the results are #1 Big Hero 6, #2 Annie, #3 Cinderella. Survey would be up for approximately one more week.
  - Movies will be in August and will likely go for four weeks.
  - There was discussion regarding the Commission doing concessions or inviting a non-profit to do it as a fundraiser. Decision to be made at future meeting.
  - Presenting Sponsor will again be The Gardner Team.
5. Missoula Children's Theater (Switzer)
  - Switzer announced that the dates for this year's Missoula Children's Theater will be June 22-27 (Rapunzel) and August 10-15 (The Jungle Book).

- Still need one more home to offer home-stay.
  - Will need volunteers for sign-in on the first day and also on show day.
6. Arts and Community Services Staff Update (Chapin)
- Chapin introduced Leah Burgess who is the new Arts and Events Program Coordinator. Burgess comes from Portland Parks & Rec where she has been running their Movies in the Park and pre-show events. She is from Hillsboro and graduated from the University of Oregon where she majored in PR and minored in Communications. She loves outdoors, hikes, events. She has a performing arts background and earned a music scholarship for college.
7. Cultural Arts Community Center Program Update (Chapin)
- Chapin passed out Exhibit A with specifics on the types of events that have been held at the Center so far and the attendance at those various events.
  - Moving forward with Gallery Show. Next show will spotlight student art and opening night will be June 9. There will be refreshments and entertainment. Artists Call is open now for the following Exhibit in July which will be a focus on Northwest Artists. The exhibit for October will be "History in the Making" to go along with the theme picked for the Gala.
  - There was discussion regarding various Grants available for things like a raised stage, piano, etc. Some of the groups who offer Grants are:
    - Washington County Visitors Association
    - Cultural Trust
    - PGE
    - Washington County Cultural Coalition
    - Rose Tucker General Trust
  - Chapin felt that overall the Center was very well received by the community, is getting used, and attendance has been encouraging.
  - The Center's new website has been launched and getting populated. The address is [www.SherwoodCenterfortheArts.org](http://www.SherwoodCenterfortheArts.org).
8. Role of the Commission (Poppen)
- Chapin passed out the original Charter and Resolution (Exhibit B). Stanaway suggested that the Center's role needs to be defined. Chapin referred her to the original Resolution for an official definition and Stanaway suggested that it may be too general.
  - There was discussion about trying to do an Art Walk again. It was suggested that Thursday might be an ideal night. Sherwood Main Street meetings have had this as a topic as well. Chapin said she would be sure that the Commission is involved with that. It was suggested that fall would be a good time to start.
  - It was agreed that it was important to get another Independent Artist Assembly scheduled.
  - Stanaway expressed that the citizens paid for the facility so they need to be able to use it. "Art Center vs Rental Facility".
  - Chapin passed out Exhibit C and suggested that the Commission members might enjoy reading this Blog Post from the NEA which was about the "Role of the Modern Local Arts Agency".
  - Chapin passed out Exhibit D as a sort of "cheat sheet" about the standard roles of Local Arts Agencies. She expressed that it's important to stay realistic about what the Commission can do with the resources and infrastructure that is in place.
  - Public Art Programming – Poppen suggested doing a survey in the fall at Art Walk and having a planning meeting (visioning retreat) after the Gala.
  - Poppen asked "Where do we go from here?"

- Chapin will attend Sherwood Main Street meeting and suggest that a committee be formed for Art Walk (an Independent Artists Assembly) and Commission members should definitely be on that committee.
- Everyone agreed that it would be good to have Old Town businesses and artists get together.
- Stanaway commented about parking in Old Town. Chapin said that it would work well to have the Art Walk start at the Center so people can use the Center's parking lots.

#### 9. Council Update (Harris)

- Harris encouraged everyone to vote!
- Harris updated Commission on the latest medical marijuana decisions
  - 1000 buffer from schools and parks
  - Hours can be 10am-8pm 7 days a week
  - Only in industrial areas now. Option available to add commercial areas in future
  - They will be meeting with OLCC Director, Washington County DA and Prosecutor, Washington County Sherriff, Sherwood Police Chief Groth, Representative Davis, Senator Thatcher
  - Licenses to grow start in January 2016
  - Licenses to dispense will be in fall 2016
- They are in the middle of review the 2015-2016 Budget now
- Bark in the Park contest has started. Please vote! Construction on Dog Park should start in July.

#### 10. Other (Poppen)

- Recruiting new Commission members for the vacant positions
  - Stanaway asked if the Commission can invite Robin Folsom to be part of the Commission even though she lived outside City limits. Switzer answered "yes". Chapin suggested a joint invitation from the Commission members.
  - Russo suggested Jen Harlow from Blue Plume as she is moving her studio back to Sherwood
  - Other suggestions for means of recruiting included:
    - Mosaic Art Loft
    - Cynthia Kirk
    - Makers 5 members
    - Email Artists Assembly artists
- Chapin said that in June she would re-convene the planning committee to start serious planning for the Gala, which will be held in October

#### 11. Next Meeting/Adjourned

- The next meeting will be held Monday, June 15, 2015 at 6:30 pm at Sherwood Center for the Arts – Main Hall.

**Adjourned at 8:18 pm.**